



BUILDING PERMIT APPLICATION

DATE:		BUILDING PERMIT RECEIPT #:	
PROPERTY INFORMATION			
APPLICANT			
PROJECT ADDRESS			
LEGAL DESCRIPTION			
PARCEL I.D.			
OWNER INFORMATION			
OWNER'S NAME			
OWNER'S ADDRESS			
OWNER'S EMAIL			
OWNER'S PHONE #			
OWNER'S CELL #			
DESCRIPTION OF WORK		FLOOD PLAIN	
S.F RESIDENCE	<input type="checkbox"/>	REMODELING	<input type="checkbox"/>
DUPLEX (S.F)	<input type="checkbox"/>	DEMOLITION	<input type="checkbox"/>
MULTI-FAMILY RES.	<input type="checkbox"/>	GRADING	<input type="checkbox"/>
MANUFACTURED	<input type="checkbox"/>	DECK	<input type="checkbox"/>
COMMERCIAL	<input type="checkbox"/>	GARAGE TYPE	<input type="checkbox"/> ATTACHED
OTHER _____	<input type="checkbox"/>	GARAGE TYPE	<input type="checkbox"/> DETACHED
ROUND TOTAL PROJECT VALUATIONS TO THE NEAREST \$1000.00		RESIDENTIAL A	<input type="checkbox"/>
TOTAL PROJECT COST \$		RESIDENTIAL B	<input type="checkbox"/>
PERMIT FEES \$		HIGHWAY SERVICE	<input type="checkbox"/>
TOTAL SQUARE FOOTAGE		GENERAL COMMERCIAL	<input type="checkbox"/>
STRUCTURE TYPE	Width	Length	Height
CONTRACTOR INFORMATION			
NAME			
ADDRESS			
PHONE			
E-MAIL ADDRESS			
CONTRACTOR CELL #			
CONTR.'s LIC. #	SD EXCISE #	INS CONTACT	
OFFICE NOTES ON PROJECT:			

CONTRACTORS		COMPANY NAME		EMAIL	CONTACT NUMBER
GENERAL					
EXCAVATION					
CONCRETE					
FRAMING					
DRYWALL					
ROOFING					
SIDING					
PLUMBING					
ELECTRICAL					
HVAC					
YES	NO	NA	SITE PLAN INFORMATION		
			All features drawn to scale (recommended 1/4" = 1') (MINIMUM 11" X 17 PAPER)		
			North Arrow indicating 'North'		
			Title Block with name of person and contact information of who prepared the plans		
			Legal description or address of property (lots, block, addition)		
			Depict property lines with dimensions. Provide Benchmark elevation at front property corner.		
			Show heights of each property corner		
			Distances of structures to PROPERTY LINES (not streets, curbs or sidewalks)		
			Show all structures, existing and proposed (include sheds, porches and decks) Show sidewalks and driveways		
			Show all streets, alleys and right-of- ways (include street names)		
			Show all easements, existing and proposed		
			Show all utilities from street into and across property		
			Show drainage ways, existing and proposed		
			Show SLOPE CONTOURS 10 Foot intervals		
			Indicate paved driveway extending to street		
			Indicate sidewalks (where planned or where required)		
YES	NO	NA	CONSTRUCTION DOCUMENTS GENERAL INFORMATION		
			All features drawn to scale (recommended 1/4" = 1') (MINIMUM 11" X 17 PAPER)		
			Plans drawn to sufficient clarity to read		
			Title Block with name of person and contact information of who prepared the plans		
			Legal description or address of property, (lots, block, addition)		
			Provide front, rear and side views of proposed finished structure to finished grade		
			Clearly note and depict proposed use of the structure(s)		
YES	NO	NA	FLOOR PLAN		
			Label each room (master bedroom, bath, utility, etc.)		
			Indicate all exits with shown door swing direction		
			Window schedule or sizes and type on plans: Indicate egress windows		
			Indicate locations of all required smoke alarms and carbon monoxide detectors		
			Indicate all headers with dimensions and materials (LVL, steel, etc.)		
			Indicate location of all HVAC and mechanical equipment		
			Indicate dimensions of entire structure		
			Indicate dimensions of each level (include basement-finished or unfinished)		
			Indicate dimensions of each room/area		
			Indicate required fire separation between attached garage and dwelling area		
			Indicate required fire separation under stairways (fire-taping is required)		

YES	NO	NA	FOUNDATION PLAN AND DETAILS
			Indicate footings, stem walls, pier sizes, and retaining wall heights and locations
			Indicate size and placement of all reinforcement
			Indicate depth of footings below finished grade (42" frost depth)
			Indicate type and size of sill plate anchorage
			Indicate crawl space ventilation and crawl space access
YES	NO	NA	WALL, FLOOR AND ROOF FRAMING DETAILS
			Provide wall section detail from footer to finished roof; dimensions and materials
			Engineered floor and/or roof truss data sheet required for loading verification
			Indicate engineered beam and joist type, size and manufacturer information
			Indicate wall, floor and roof framing size, height, span, spacing, species and grade
			Indicate wall and roof insulation type, location and R-value and vapor barrier
			Indicate interior and exterior wall and ceiling finishes
			Indicate attic ventilation and access location
			Indicate roof covering material
			Deck construction to conform to current IRC Code Requirements
YES	NO	NA	REMODEL OF EXISTING STRUCTURE INFORMATION
			Indicate the most current previous use of structure
			Provide rough sketch of current layout (prior to construction)
			Clearly note and depict planned changes (example: "this wall to be removed")
			If construction is only portion of structure, provide sketch of surrounding area and uses, (including dimensions, area use, exit pathways)

CITY OF HOT SPRINGS BUILDING REQUIREMENTS

RESIDENTIAL DISTRICTS:

- All set-backs are measured from property lines (not street or center of street).
- Covered and enclosed porches, decks and steps are considered 'additions' by building code
- Minimum 6000 sq./ft lot area required for single family dwellings (water & sewer required)
- Townhouses shall have a minimum lot size of 5000sf for units
- Townhouses shall have a minimum lot size of 2500sf for units
- The height of all structures shall not exceed thirty-five feet in height (avg roof height)

PRIMARY STRUCTURE SET-BACKS

- Front Yard - **25** foot set-back from property line(s) abutting a street or street right-of-way
- Back Yard - **25** foot set-back from interior property lines.
- 10' Side Yard **6** foot set-back from interior property lines. (Interior property lines not adjacent to a street or alley).
- Attached garages are considered part of the primary structure

GARAGE AND ACCESSORY BUILDING SET-BACKS (DETACHED)

- 5 foot separation between detached accessory structures is required if no fire protection is provided.
- 25 foot set-back from property line(s) abutting a street or street right of way.
- 5 foot set-back from rear property line (abutting an alley).
- 8 foot set-back from interior property lines.

REQUIRED INSPECTIONS		Plan Review Invoice Number	
		VALUATION	#
<input type="checkbox"/>	SITE		Per Fee Schedule
<input type="checkbox"/>	FOOTING REBAR		Fee Varies on Size
<input type="checkbox"/>	STEM WALL REBAR		Fee Varies on Size
<input type="checkbox"/>	FRAMING		\$1,000 Per Fee Schedule
<input type="checkbox"/>	FINAL INSPECTION		\$1,000 Per Fee Schedule
<input type="checkbox"/>	CERTIFICATE OF OCCUPANCY		
		DATE ISSUED	

- ❖ This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 day at any time after work is commenced.
- ❖ It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection.
- ❖ No building permit shall be issued until a site plan is filed with the Building Department

This permit conveys no right to occupy any street, alley or sidewalk either temporarily or permanently. Encroachments on public property, must be approved by the jurisdiction. Street or alley grades, depth and location of public or public sewers may be obtained from the Department of Public Works. The issuance of this permit does not release the applicant from the conditions of any applicable subdivision and or zoning restrictions.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified hereon or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction or the performance of construction.

X Signature of Project Owner _____ Date _____

X Signature of General Contractor _____ Date _____